

Disposal of Surplus Material

After making all departments aware of such surplus items, the Town Administrator may authorize the sale of materials and equipment which he/she and the Department Manager determine to be surplus to the needs to the Town where a single item or lot does not exceed Five Hundred Dollars (\$500.00) in book value.

In cases where such item or lot exceeds Five Hundred Dollars (\$500.00) in book value, the Board of Selectmen shall approve the sale of such materials. All such surplus materials shall be disposed of by public auction, including internet auctions, sealed bids or competitive quotations.

Broken, obsolete and damaged equipment that is determined to not be in working order will be thrown away.

Disposal of roadside ditch materials from the New Boston Highway Department shall abide by conditions contained in the Waiver form provided by the New Boston Highway Department.

In situations where the State of New Hampshire surplus auction is taking place for unused or/surplus items from the State, municipalities or school districts, it will be the discretion of the Department Manager and Town Administrator to determine such items that, in their opinion, would bring a fair financial return for the Town if sent to said auction.

All proceeds from any sale will be remitted to the Town's General Fund unless otherwise specified by the Board of Selectmen.

A written record shall be kept identifying each item and date and manner of disposal.

Policy Effective

Adopted: November 19, 2012

Board of Selectmen